installation and operation manual for Hunter Ceiling Fans

42400-01 • 09/26/05

Welcome

For Your Records and Warranty Assistance

Model Name: _____

Catalog/Model No.: _____

Serial No.: _____

Date Purchased: _____

Where Purchased: _____

For reference also attach your receipt or a copy of your receipt to the manual.

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© 2005 Hunter Fan Company

Your new Hunter® ceiling fan is an addition to your home or office that will provide comfort and performance for many years. This installation and operation manual gives you complete instructions for installing and operating your fan.

We are proud of our work. We appreciate the opportunity to supply you with the best ceiling fan available anywhere in the world.

Before installing your fan, for your records and warranty assistance, record information from the carton and Hunter nameplate label (located on the top of the fan motor housing).

Cautions and Warnings

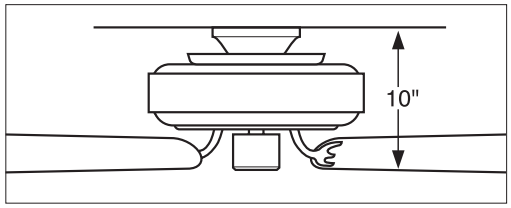
- Read this entire manual carefully before beginning installation. Save these instructions.
- Use only Hunter replacement parts.
- To reduce the risk of personal injury, attach the fan directly to the support structure of the building according to these instructions, and use only the hardware supplied.
- To avoid possible electrical shock, before installing your fan, disconnect the power by turning off the circuit breakers to the outlet box and associated wall switch location. If you cannot lock the circuit breakers in the off position, securely fasten a prominent warning device, such as a tag, to the service panel.
- All wiring must be in accordance with national and local electrical codes and ANSI/NFPA 70. If you are unfamiliar with wiring, use a qualified electrician.
- To reduce the risk of personal injury, do not bend the blade attachment system when installing, balancing, or cleaning the fan. Never insert foreign objects between rotating fan blades.
- To reduce the risk of fire, electrical shock, or motor damage, do not use a solid-state speed control with this fan. Use only Hunter speed controls.

Understanding Mounting and Installer's Choice®

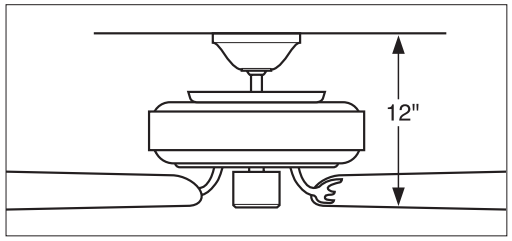
Hunter's patented 3-position mounting system provides you maximum installation flexibility and ease. You can install your Hunter fan in one of three ways, depending on ceiling height and your preference: Low Profile, Standard, or Angle mounting. The steps in this manual include instructions for all three Installer's Choice mounting methods.

Considering Optional Accessories

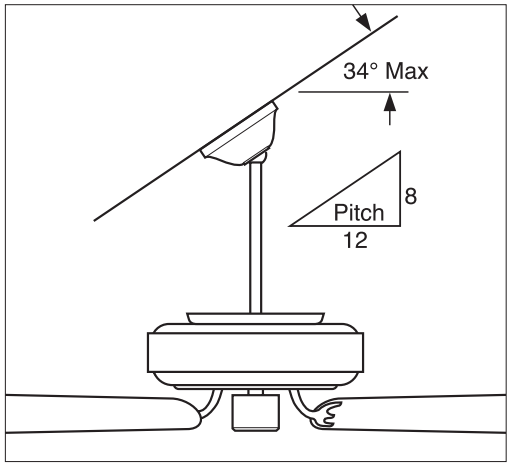
Consider using Hunter's optional accessories, including a wall-mounted or remote speed control. To install and use the accessories, follow the instructions included with each product. For quiet and optimum performance of your Hunter fan, use only Hunter speed controls.



Low Profile Mounting fits close to the ceiling, recommended for ceilings less than 8 feet high



Standard Mounting hangs from the ceiling by a downrod (included), recommended for ceilings 8 feet or higher



Angle Mounting recommended for a vaulted or angled ceiling

For ceilings higher than 8 feet, you can purchase Hunter extension downrods. All Hunter fans use sturdy 3/4" diameter pipe to assure stability and wobble-free performance.

To install a ceiling fan, be sure you can do the following:

- Locate the ceiling joist or other suitable support in ceiling.
- Drill holes for and install wood screws.
- Identify and connect electrical wires.
- Lift 40 pounds.

If you need help installing the fan, your Hunter fan dealer can direct you to a licensed installer or electrician.

Gathering the Tools

You will need the following tools for installing the fan:

- Electric drill with 9/64" bit
- Standard screwdriver
- Phillips-head screwdriver
- Wrench or pliers

Checking Your Fan Parts

Carefully unpack your fan to avoid damage to the fan parts. Check for any shipping damage to the motor or fan blades. If one of the fan blades was damaged in shipment, return all the blades for replacement.

If any parts are missing or damaged, contact your Hunter dealer or call Hunter Parts Department at 888-830-1326.

Installing Multiple Fans?
If you are installing more than one fan, keep the fan blades in sets, as they were shipped.

Preparing the Fan Site

Before you begin installing the fan, follow all the instructions in the pullout sheet called "Preparing the Fan Site." Proper ceiling fan location and attachment to the building structure are essential for safety, reliable operation, maximum efficiency, and energy savings.

2-1. Drill two pilot holes into the wood support structure through the outermost holes in the outlet box. The pilot holes should be 9/64" in diameter.

2-2. Your fan comes with two neoprene noise isolators ("Isolators"). Position the isolators between the ceiling plate and ceiling by inserting the raised areas on each isolator into the holes in the ceiling plate.

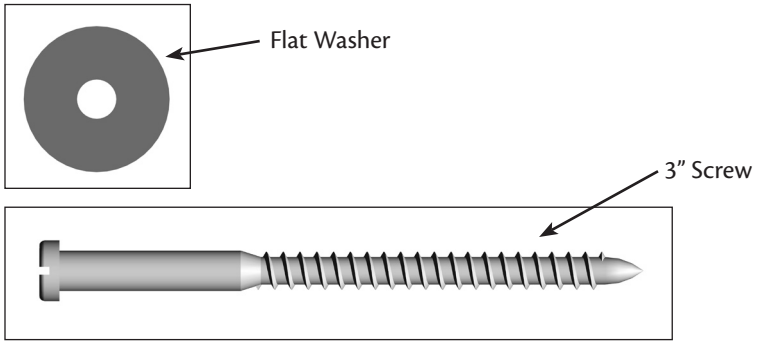
2-3. Thread the lead wires from the outlet box down through the hole in the middle of the ceiling plate.

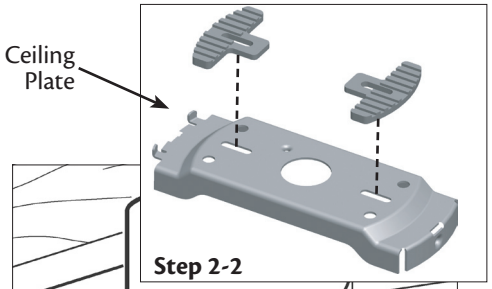
2-4. Align the slotted holes in the ceiling plate with the pilot holes you drilled in the wood support structure. For proper alignment use slotted holes directly across from each other.

Note: The isolators should be flush against the ceiling.

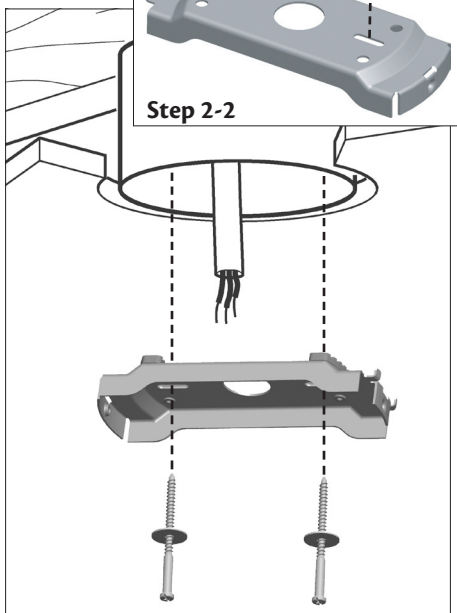
2-5. Place a flat washer on each of the two 3" screws and pass the screws through the slotted holes in the ceiling plate into the pilot holes you drilled.

Tighten the screws into the 9/64" pilot holes; do not use lubricants on the screws. Do not over tighten.

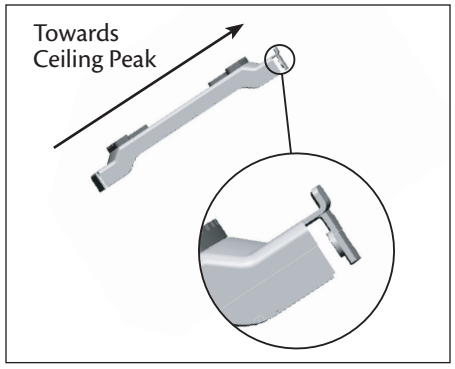




Step 2-2

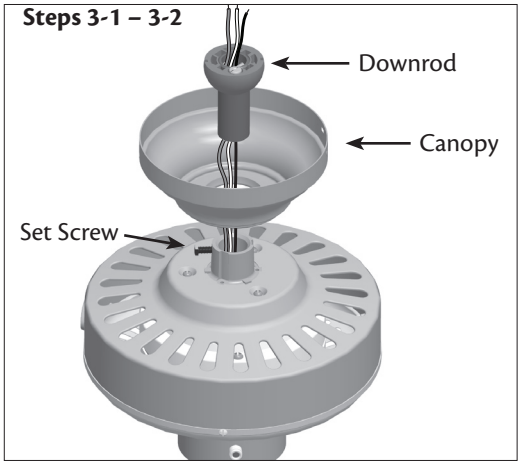


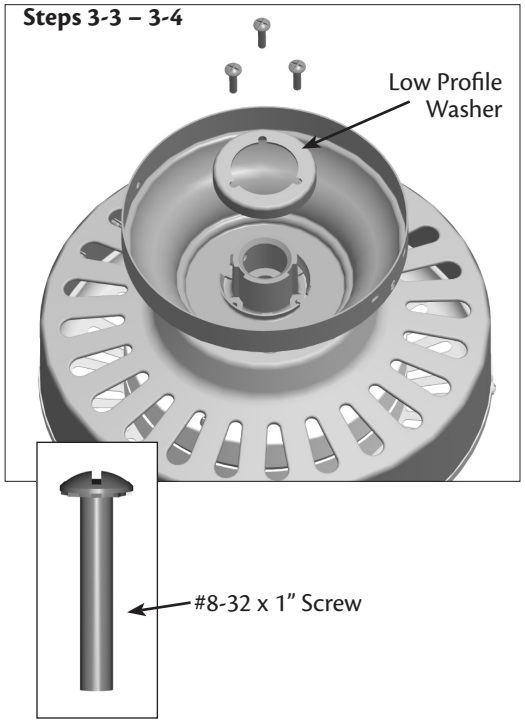
Steps 2-3 – 2-5



For Angled Ceilings: Be sure to orient the ceiling plate so that the two tabs are pointing towards the ceiling peak.

3 • Assembling and Hanging the Fan





You can assemble your fan for standard mounting (steps 3-1 – 3-2) or for low profile mounting (steps 3-3 – 3-4).

3-1. To assemble fan to hang down from a flat or angled ceiling, insert the downrod through the canopy. Feed the wires from the fan through the downrod.

3-2. Loosen the set screw on the adapter to install the pipe and ball assembly. Note: When the pipe and ball assembly is fully installed, 2-3 threads on the pipe will still be visible; this is normal. Securely retighten the set screw with a wrench or pliers. Skip to Step 3-5.

> ⚠ **CAUTION:** The adapter has a special coating on the threads. Do not remove this coating; the coating prevents the downrod from unscrewing. Once assembled, do not remove the downrod.

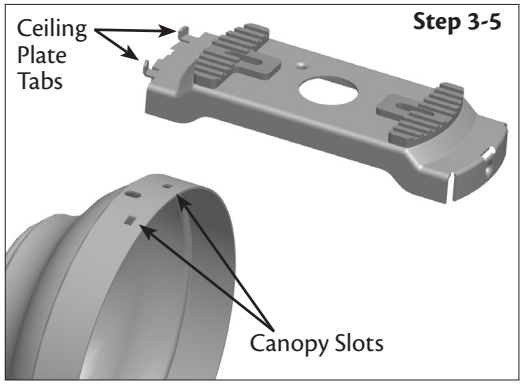
3-3. Place the low profile washer into the canopy. Be sure the green ground wire is pointing up toward the ceiling.

Note: For low profile mounting, the downrod is replaced with the low profile washer. See Steps 3-3 – 3-4.

3-4. Align the holes in the washer with the holes in the adapter. Assemble securely with three #8-32 x 1" screws.

3-5. Raise the fan and align the slots in the canopy with the tabs on the ceiling plate. Go to **4 • Wiring the Fan**.

> ⚠ **WARNING:** Fan may fall if not assembled as directed in these installation instructions.



All wiring must be in accordance with national and local electrical codes and ANSI/NFPA 70. If you are unfamiliar with wiring, use a qualified electrician.

Wall switches are not included. Select an acceptable general-use switch in accordance with national and local electrical codes.

4-1. Disconnect the power by turning off the circuit breakers to the outlet box and associated wall switch location.

4-2. Decide how you want to set up the fan and light controls. You can control the fan and/or lights together or separately using one or two wall switches. Follow Step 4-3 **OR** Step 4-4, depending on what you decide.

Note: If you are not installing a light kit, follow step 4-4.

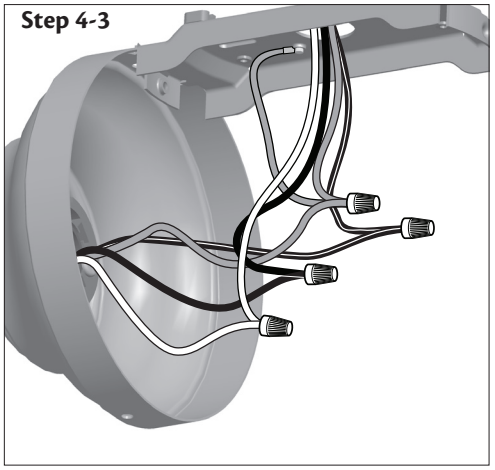
4-3. If you want to, you can control the fan and light separately using two wall switches, connect the wires as follows:
- The bare or green ground wire from the ceiling to the green ground wire from the ceiling plate and the green ground wire from the fan
- The white wire from the ceiling to the white wire from the fan
- The black wire from the ceiling to the black wire from the fan
- The black/white wire from the fan to the wire for the wall switch

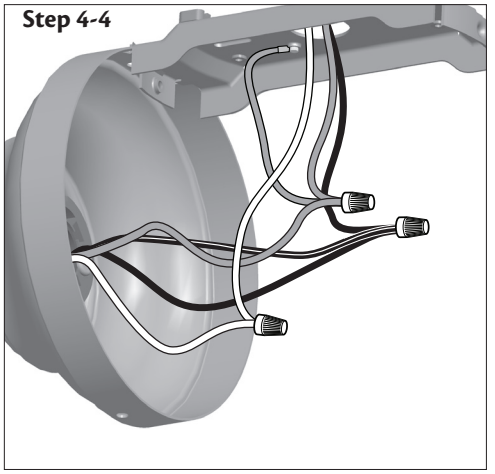
4-4. Alternatively, you can control both fan and light with one switch. To do so connect the wires as follows:
- The bare or green ground wire from the ceiling to the green ground wire from the ceiling plate and the green ground wire from the fan
- The white wire from the ceiling to the white wire from the fan
- The black wire from the ceiling to the black and the black/white wire from the fan

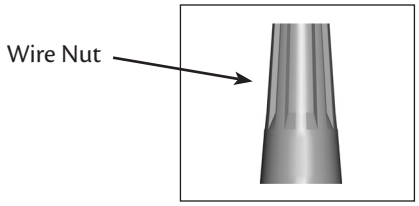
4-5. To connect the wires, hold the bare metal leads together and place a wire nut over them, then twist clockwise until tight.

> ⚠ **CAUTION:** Be sure no bare wire or wire strands are visible after making connections.

4-6. Push all wires and wire nuts back into the ceiling plate.

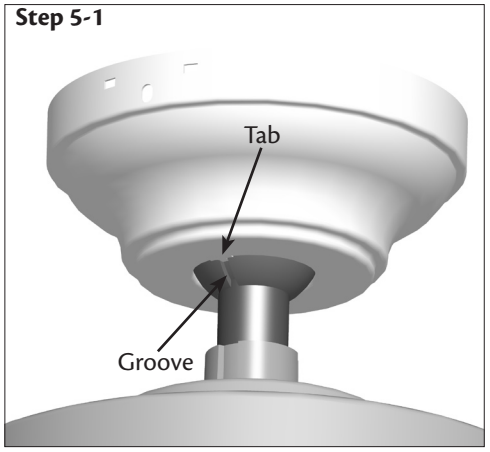






5 • Installing the Canopy

Step 5-1



5-1. Rotate the hanger ball so the tab in the canopy is secure in the groove in the hanger ball.

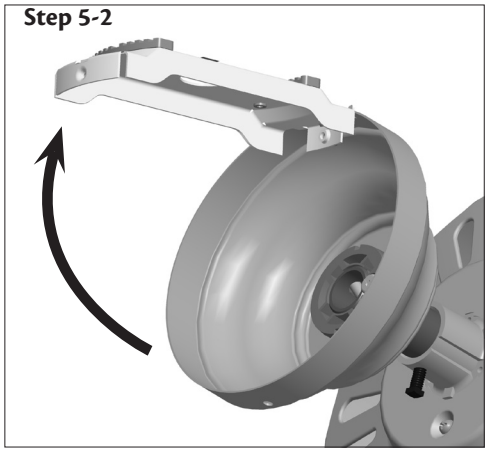
⚠ **WARNING:** Failure to complete this step could cause fan to fall.

5-2. Lift the fan and align the canopy screw holes with the mounting holes on the ceiling plate.

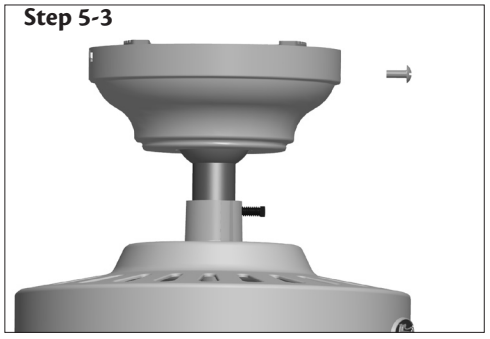
5-3. Partially install a canopy screw into the side opposite the ceiling plate tabs.

5-4. Partially install another canopy screw into the hole between the two ceiling plate tabs. Securely tighten both screws.

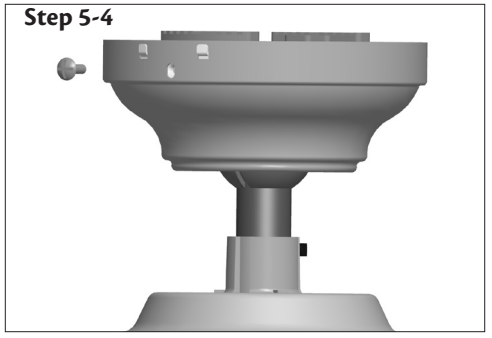
Step 5-2



Step 5-3



Step 5-4



6 • Assembling the Blades

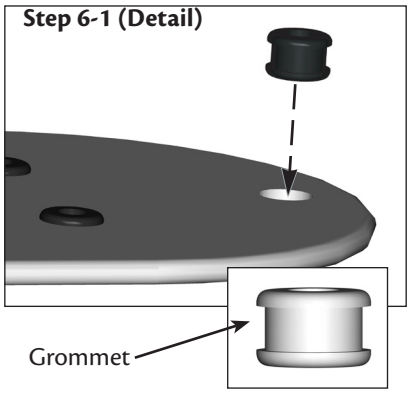
Hunter fans use several styles of fan blade irons (brackets that hold the blade to the fan).

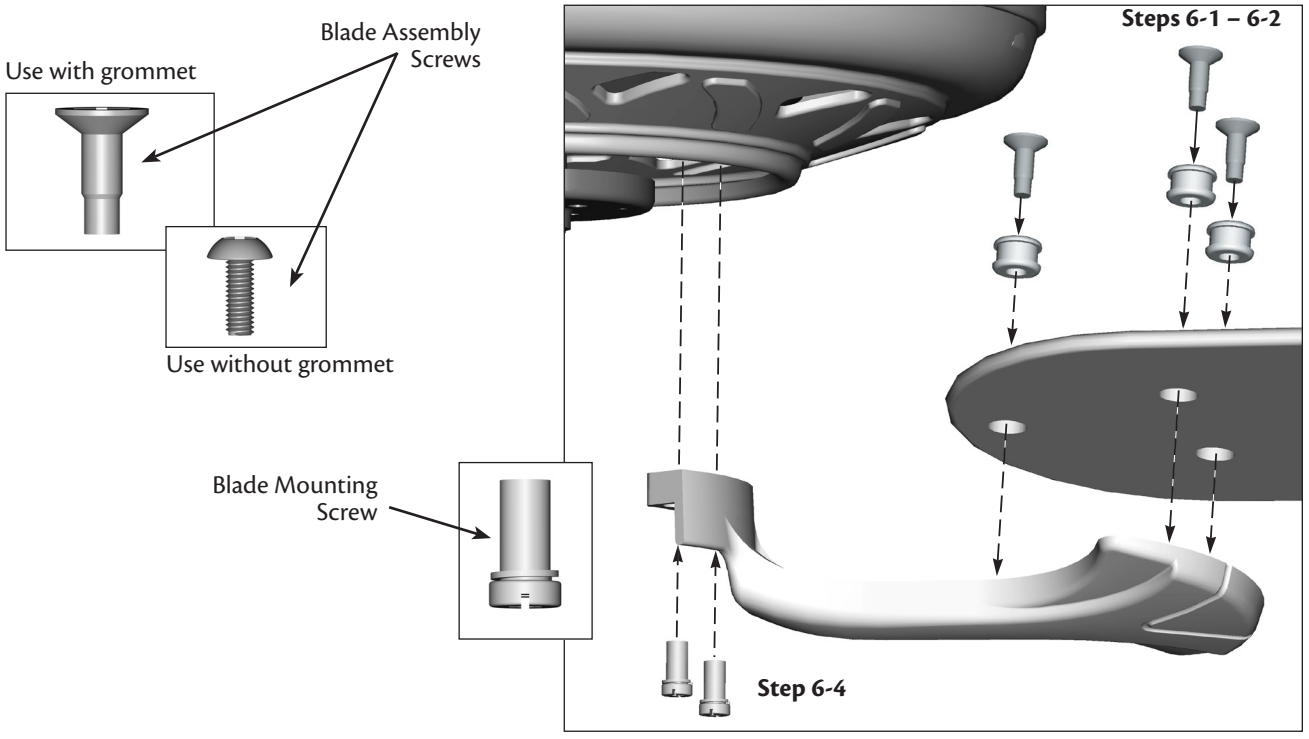
6-1. Your fan may include blade grommets. If your fan has grommets, insert them by hand into the holes on the blades.

6-2. Attach each blade to a blade iron using three blade assembly screws. If you used grommets, the blades may appear slightly loose after screws are tightened. This is normal.

6-3. Remove the blade mounting screws and rubber shipping bumpers from the motor. **Note:** Some blade mounting screws are installed in the motor to secure shipping blocks during shipment.

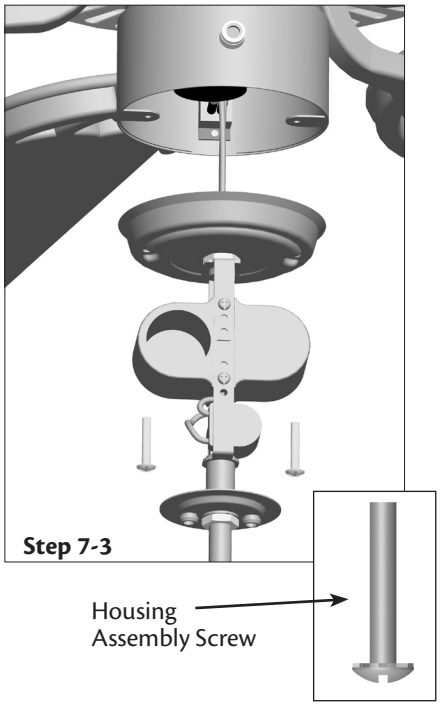
6-4. For each blade, insert one blade mounting screw through the blade iron, and attach lightly to the fan. Insert the second blade mounting screw, then securely tighten both mounting screws.





7 • Completing Your Installation With or Without a Light Fixture

Step 7-2



Step 7-3

Your Hunter fan comes with an integrated light fixture assembly and an optional switch housing cap and plug button. This feature gives you the option of installing the fan with OR without the included light fixture. The steps below direct you whether or not you are installing a light fixture.

⚠ **WARNING:** Use only the light fixture supplied with this fan model.

7-1. **If you want to install the light fixture**, proceed with step 7-2 now.

If you do not want to install the light fixture, you need to uninstall it now. See "Uninstalling the Light Fixture" on page 11. Once you have uninstalled the light fixture, continue with step 7-2.

7-2. To attach the lower switch housing, connect the upper plug connectors from the motor to the lower plug connectors in the lower switch housing assembly.

Note: Both plug connectors are polarized and will only fit together one way. Make sure the connectors are properly aligned before connecting them. Incorrect connection could cause improper operation and damage to the product.

7-3. Place the lower switch housing assembly over the upper switch housing. Align the side screw holes in the upper and lower switch housings. Attach the lower switch housing to the upper switch housing with two #6-32 x 7/8" housing assembly screws.

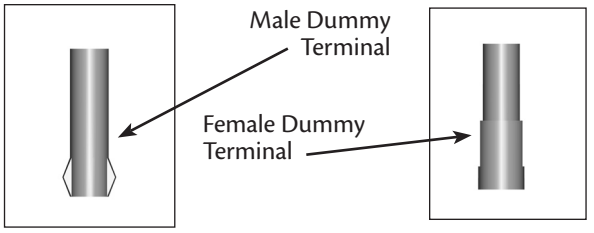
If you are not installing the light fixture, your installation is complete. Otherwise, proceed with step 7-4.

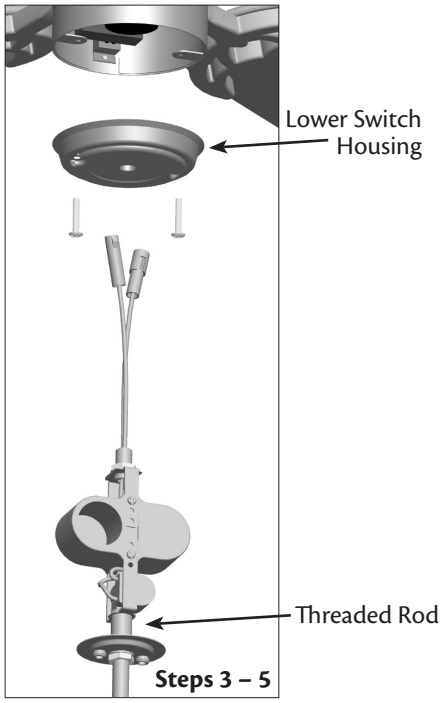
7-4. The last installation step when installing the light fixture is to install the glass bowl. See "Installing the Glass Bowl" on page 12 for instructions.

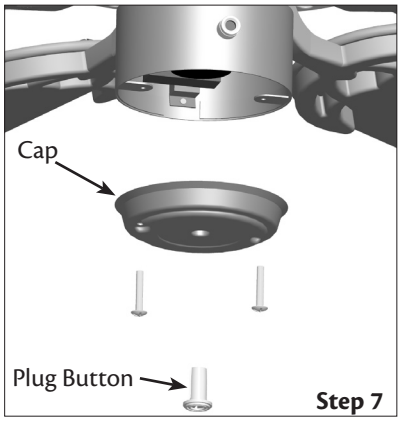
Uninstalling the Light Fixture

1. To uninstall the light fixture, first disconnect the plug connectors between the black wire and the black/white wire.
2. Disconnect the plug connectors between the two white wires.
3. Uninstall the nut and washer from the end of the light fixture inside the lower switch housing.
4. Unscrew the threaded rod of the light fixture from the lower switch housing.
5. Remove the light fixture from the lower switch housing pulling disconnected wires through the hole in the center of the lower switch housing.

   Note: When removing the wires, pull the thin plug connector (male) through first, and then pull the other plug connector (female) through the hole.
6. Install the dummy terminals (included in the sack parts) on the two disconnected wires in the lower switch housing.
7. Install the switch housing cap and plug button to the lower switch housing.

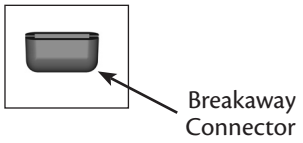


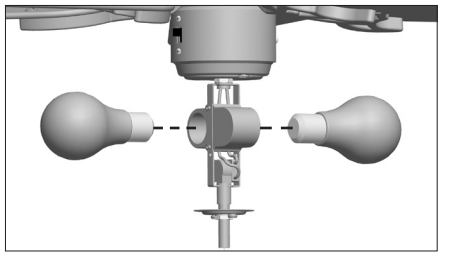


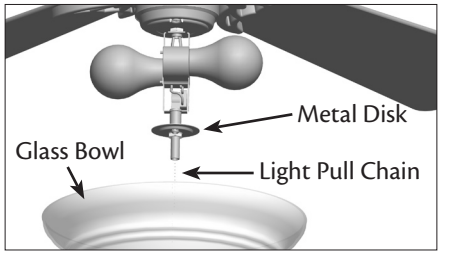


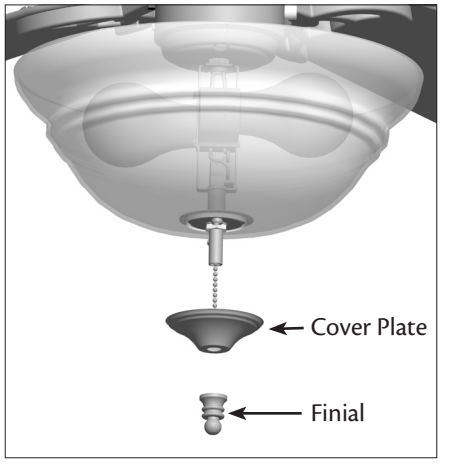
Installing the Glass Bowl

1. First install two medium base (A19) incandescent bulbs (60 Watt maximum each).
2. Attach the extra pull chain (included) to the fan pull chain using the plastic breakaway connector. (You may find the plastic breakaway connector on the end of the extra chain.)
3. Thread the fan pull chain through the hole in the metal disk. Then, thread the fan pull chain through the hole in the center of the glass bowl.
4. Thread the light pull chain through the hole in the center of the glass bowl.
5. Place the cover plate up against the glass bowl. Align the holes in the cover plate and glass bowl.
6. Thread the fan pull chain and light pull chain through the appropriate holes in the cover plate.
7. Thread the light pull chain through the finial and screw the finial onto the threaded rod end until tight.









8 • Operating and Cleaning Your Ceiling Fan

8-1. Turn on electrical power to the fan.

8-2. The fan pull chain controls power to the fan. The pull chain has four settings in sequence: High, Medium, Low and Off.

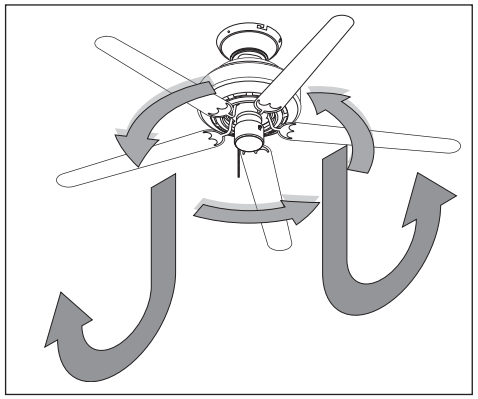
- Pull the chain slowly to change settings.
- Release slowly to prevent the chain from recoiling into the blades.
- The chain uses a breakaway connector that separates if the chain is jerked. If this happens, simply reinsert the chain into the connector.

8-3. The light pull chain controls power to the light. The pull chain has two settings: On and Off.

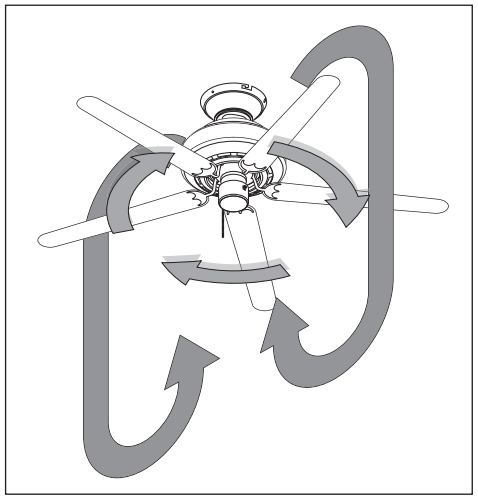
8-4. Ceiling fans work best by blowing air downward (counterclockwise blade rotation) in warm weather to cool the room with a direct breeze. In winter, having the fan draw air upward (clockwise blade rotation) will distribute the warmer air trapped at the ceiling around the room without causing a draft.

8-5. For cleaning finishes, use a soft brush or lint-free cloth to prevent scratching. A vacuum cleaner brush nozzle can remove heavier dust. Remove surface smudges or accumulated dirt and dust using a mild detergent and a slightly dampened cloth. You may use an artistic agent, but never abrasive cleaning agents as they will damage the finish.

8-6. Clean wood finish blades with a furniture polishing cloth. Occasionally, apply a light coat of furniture polish for added protection and beauty. Clean painted and high-gloss blades in the same manner as the fan finish.



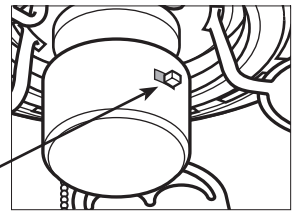
In warm weather, use downward air flow pattern



In cold weather, use upward air flow pattern

To Change Airflow Direction

Turn the fan off and let it come to a complete stop. Slide the reversing switch on the fan to the opposite position. Restart fan.



9 • Troubleshooting

Problem: Nothing happens; fan does not move.

1. Turn power on, replace fuse, or reset breaker.
2. Loosen canopy, check all connections according to the wiring the fan section.
3. Check the plug connection in the switch housing.
4. Push motor reversing switch firmly left or right to ensure that the switch is engaged.
5. Pull the pull chain to ensure it is on.
6. Remove the shipping bumpers.

Problem: Noisy operation.

1. Tighten the blade bracket screws until snug.
2. Tighten the blade screws until snug.
3. Check to see if the blade is cracked. If so, replace all the blades.
4. Change to an approved speed control.
5. Be sure that the glass is secure.
6. Check and tighten the screws in the switch housing mounting plate and in the upper and lower switch housing.

Problem: Excessive wobbling.

1. If your fan wobbles when operating, use the enclosed balancing kit and instructions to balance the fan.
2. Tighten all blade and/or blade iron screws.
3. Turn power off, support fan very carefully, and check that the hanger ball is properly seated.

If you need parts or service assistance, please call 888-830-1326 or visit us at our Web site at http://www.hunterfan.com.

Hunter Fan Company
2500 Frisco Avenue
Memphis, Tennessee 38114